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## Faculty Senate Monthly Packet March 1991

Portland State University Faculty Senate

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# Portland State University

## MEMORANDUM

TO: Senators and Ex-officio Members to the Senate

FR: Ulrich H. Hardt, Secretary to the Faculty

The Faculty Senate will hold its regular meeting on March 4, 1991, at 3:00 p.m. in 150 Cramer Hall.

### AGENDA

- A. Roll
- \*B. Approval of the Minutes of the January 25, and February 11, 1991, Meetings

#### President's Report

- C. Announcements and Communications from the Floor
- D. Question Period

- 1. Questions for Administrators
- 2. Questions from the Floor for the Chair

- E. Reports from the Officers of Administration and Committees

- \*1. Charge to the EPC, Graduate Council, Curriculum and Budget Committees--Edner
- 2. Report on Status of Biology Department Guidelines--Frank

- F. Unfinished Business

- \*1. Proposed Constitutional Amendment, Article III. 1.4 -- M. Enneking

- G. New Business

- H. Adjournment

\*The following documents are included with this mailing:

- B Minutes of the January 25 and February 11, 1991, Senate Meetings\*
- E<sub>1</sub> Charge to EPC, Graduate Council, Curriculum and Budget Committees
- F<sub>1</sub> Constitutional Amendment, III. 1.4

\*\*Included for Senators and Ex-officio Members only.

## PORTLAND STATE UNIVERSITY

Minutes: Faculty Senate Meeting, March 4, 1991  
Presiding Officer: Sheldon Edner  
Secretary: Ulrich H. Hardt

Members Present: Andrews-Collier, Arick, Ashbaugh, Becker, Beeson, Bowlden, Brannan, Brenner, Bunch, Burns, Casperson, Cooper, Daily, Dawson, DeCarrico, Diman, Duffield, Dunnette, Edner, Ellis, Enneking, Finley, Fisher, Goslin, Goucher, Horowitz, A. Johnson, D. Johnson, Karant-Nunn, Kasal, Kocaoglu, Koch, Kosokoff, Latz, Limbaugh, Livneh, Lowry, Maynard, McElroy, Nattinger, Ogle, Petersen, Rufolo, Settle, Stern, Terry, Van Halen, Weikel, Wright, Wurm.

Alternates Present: Young for Brennan, Anderson for Cumpston, Bluestone for Gray, Roseberry for McKenzie, Midson for Olmsted.

Members Absent: R. Johnson, Lendaris, Lutes, Manning, Millner, Rees, Tuttle, Zwick.

Ex-officio Members Present: Davidson, Frank, Hardt, Holland, Mackey, Pfingsten, Ramaley, Reardon, Savery, Sheridan, Sivage, Tang, Toulon, Ward.

### APPROVAL OF THE MINUTES

The minutes of the January 25 and February 11, 1991, meetings were approved as written.

### ANNOUNCEMENTS

EDNER announced that the Provost Search Committee has been formed and is organizing itself. Deans Erzurumlu and Ward are co-chairs. The position description is being written at this time.

### PRESIDENT'S REPORT

The President reported where the budget process was. The Board on March 1 approved FY 1991-93 budget; therefore we have a budget. But because of the uncertainties in Education, the budget remains tentative. Deliberations are happening at this time to investigate if curriculum and instruction from UO and the Training and Development program from OSU could be moved to PSU.

RAMALEY announced that other schools besides PSU used the "suspension" designation in their cut-backs. She also explained that suspensions and consolidations could be lifted at any time at PSU's discretion; no Board action is needed.

RAMALEY emphasized that this budget is not open to major revisions. Further work on campus is not meaningless, but no major change will be allowed; except in Education. She admitted that it is very legitimate for the constitutional committees at PSU to review the recommendations of the Transition Team and offer a legitimate second opinion. Review of management of the campus is important. On the hand-out (see attached) she showed that \$2.4 M had already been identified but that \$1.7M more needed to be found.

RAMALEY said no tenured or tenure-track faculty will be laid off. Frozen positions account for \$.5 M; they will not be unfrozen except in unusual circumstances, such as in Spanish. Early retirement incentives will be issued, but they tend to cost money, especially in the beginning. She admitted that programs could be victims of circumstances if they had a vacancy when the University needed the savings. That should not be viewed as a signal for future cuts.

The President also announced that vice presidents were going through reorganization plans to see what positions can be eliminated among classifieds, in non-academic areas, and administrative positions. Answers should be available in the next three weeks. She said that "preliminary advisory" notices for potential lay-offs will be given by March 25; these are not lay-off notices. If those have to be issued, it will not be until after the April or May board meeting.

RAMALEY said that affected people will be given counseling and any assistance the University is capable of giving. Most will have a one-year notice (classified shorter).

She encouraged faculty to work closely with students who are in programs which have been identified for elimination--in an effort to reduce as much anxiety as possible. Provost Frank is working with the OSSHE system, and Vice President Mackey is working closely with the legislature. She plans to hold two more open meetings to answer any questions people might still have. There will be a wonderful University left after all these cuts, she said, and we must plan for that tomorrow.

KOSOKOFF raised the distinct possibility of increased revenues returning to higher education (perhaps as much as \$27 M) and wondered how it would be spent. RAMALEY said that Ways and Means has set aside some money, but it would probably go to some specially targeted projects, rather than across the board. Word also has it that the chancellor wants most to enhance faculty salaries. MACKEY thought that any new money would go for targeted programs. RAMALEY said questions had been raised about saving some elements of HHP, but she said it was hard to undo what you've already said you'd do. It is also dangerous to go to the legislature to fund specific programs, because if the legislature funds programs they can also unfund them at will.

REPORTS FROM THE OFFICERS OF ADMINISTRATION AND COMMITTEES

1. EDNER told the Senate that the Steering Committee and Advisory Council felt that the following four constitutional committees have a charge to review elimination and changes in programs: Curriculum, Graduate Council, EPC, and the Budget Committee. Accordingly, the Steering Committee and some Advisory Council members met with the chairs and another representative from the four committees to lay out the task of review. A preliminary report will be given at the April 1 Senate meeting, with the final report on May 6. The four committees are to carry out their review in somewhat coordinated fashion, and their recommendations will have to be acted on by the Senate.

BOWLDEN added that the charge to the committees was not simply to look at only the irreparable harm done to the University by the proposed changes. Rather, the committees need to look carefully at all programs to see if they would have made the same decisions as the Transition Team.

2. Regarding the status of the biology department guidelines, FRANK reported that a request for updating all departmental guidelines had gone out from Vice Provost Reardon's office. No new guidelines have been received so far. He said the biology department had a discussion with Dean Paudler about its proposed guidelines, and they were back in the department for revisions. OAA will not respond to the guidelines until they are submitted with the dean's recommendations. So far that hasn't happened.

ASHBAUGH asked if the department knew that. REARDON replied that almost invariably guidelines come to OAA with the dean's recommendation. ASHBAUGH doubted if the department knew that. A. JOHNSON wondered what the department should do if its guidelines were chopped to ribbons by the dean. Shouldn't the dean just write them? FRANK said it was important that the dean and provost agree with guidelines the department could live with, otherwise there will be endless quarrels. DUFFIELD said the department sent the guidelines where it thought they should be submitted, but when it tried to implement them, people were told that the guidelines had not been adopted. FRANK found it regrettable that there had been no action for four months.

FRANK also expressed hope that there would be more consistency among departments regarding merit, promotion and salaries, otherwise we are inviting discrepancies and inequities. For that reason OAA needs to be sent the guidelines. If the provost needs to intervene in negotiation between a department and a dean, he will do that.

UNFINISHED BUSINESS

A. JOHNSON/WEIKEL moved "to adopt the proposed constitutional amendment of Article III. 1.4, dealing with faculty authority in the selection of department chairpersons."

KARANT-NUNN said it was important not to consider personalities in this matter. ENNEKING urged approval because of the recent history of this issue. She said having the selection of the chairperson totally in the department's hands is ideal but not realistic, since the department has to work with the administration.

The amendment was passed.

ADJOURNMENT

The meeting was adjourned at 16:00.

OFFICE OF THE PRESIDENT  
March 4, 1991

FY 91 budget (-\$4.1 M)

position eliminations ("real savings")	~ \$2.4 M
in year 1 of biennium	
resources not yet identified	<u>\$1.7 M</u>
	\$4.1 M

Sources of additional savings

frozen positions (\$0.5-0.6 M)  
early retirement  
temporary use of campus reserves  
deferred maintenance  
other

Steps in achieving savings

TASKS	DATE
reorganization plans	Winter Term
↓	
designation of positions to be eliminated	March 25
↓	
layoff notification	
* ranked faculty	March 15, 1991
* others	After April or May Board Mtg.
↓	
individual transition plan for each employee	May 1991 (?)
* ranked faculty	
* unranked faculty	
* management services	
* classified services	

January 18, 1991

TO: Educational Policies Committee (Kent Lall)  
Curriculum Committee (David Holloway)  
Graduate Council (Eileen Brennan)  
Budget Committee (Walt Ellis)

FR: Senate Steering Committee (Sheldon Edner)

On examining the constitutional responsibilities of the Senate (Article V.4) and those of the four standing committees listed above (Article IV. 4.4.d.j.1 and n), it seems clear that all of these bodies should be involved in the current budget and program proposal discussions.

The Senate Steering Committee therefore asks you to initiate a review of the proposed curricular and instructional components and implications of the PSU budget proposal sent to the chancellor on February 8, 1991. The Steering Committee asks you to coordinate your work with each other, while at the same time focusing on the specific items within your purview. E.g., Curriculum Committee examines undergraduate implications, while the Graduate Council focuses on graduate programs and alterations.

Finally, you are asked to coordinate this review with the Budget Committee and solicit its input.

Please be prepared to make a preliminary report at the April 1, 1991, Senate meeting and a final report on May 6. To help plan the agendas for these Senate meetings, chairpersons of the committees should plan to meet with the Senate Steering Committee on March 11 and April 8, at 3:00 p.m., in 394 CH.

UHH/b



Draft  
11/21/90

F 1

Proposed amendment to the Faculty Constitution, Article III, Section 4.:

Faculty Authority in the Selection of Department Chairs.

The Faculty of each Department shall elect its Chair. The Faculty shall decide, by secret ballot of all full-time members (0.5 FTE or more), the mode of election. The procedures shall be published and filed with the Office of Academic Affairs. They shall be implemented by April 15 of the Department Chair's third year in office and otherwise upon the occurrence of a vacancy in the office of Department Chair. Any revisions of the procedures must be made and filed at least one month before an election.

The Department shall forward the name of its choice to the appropriate Dean, who shall promptly review it and forward it to the Provost, who shall promptly review it and forward it to the President. The Dean and the Provost may attach comments concerning the ability and willingness of the elected Chair to carry out the duties of that office.

If the President agrees with the Department's choice, then the elected Chair shall be appointed. If the President has substantive reasons for not making the appointment, a written explanation shall be given to the Department and a reconsideration requested.

Within two weeks, the Department shall consider again its choice of Chair and shall forward promptly its decision to the Dean, who shall promptly review it and forward it to the Provost for review and transmission to the President. If the Department has elected another person than the one originally elected, the President shall proceed as with the previous election.

If the Department elects not to alter its choice, and the President still will not accept the Department's choice for Chair, then the matter shall be submitted promptly to the Advisory Council for mediation. If mediation is unsuccessful in achieving a resolution satisfactory to both the Department and the President, then the Department shall conduct another election to select another person.

The Department Chair shall serve a stated term of three (3) years. Eligibility for re-election shall be determined by departmental procedures.

Ron Cease  
Steve Koskoff  
Susan Karant-Munro  
Marjorie Enneking  
William J. Tuttle  
Elaine E. Limbaugh  
Chandine J. Fisher  
Mary Lou Dailey  
Ralph B. B. B.  
Maurice H. Besso